

Tennessee Agricultural Enhancement Program



2017 Application C

Poultry Grower

**Application Period
October 1 – 16, 2017**

Application Guide

Program Changes	2	Cost Share Opportunities.....	4	Additional TAEP Programs	7
Requirements	3	Application C Form	5		

Program Changes

Application Period - October 1 – 16, 2017

The application period has been shortened to two weeks.

Eligible Purchase Dates

Program purchases can be made starting October 1, 2017 and must be completed by program reimbursement deadline.

Approval Notification

Approval notifications are scheduled to be mailed in mid-December.

Reimbursement Deadlines

The reimbursement deadline for Poultry Grower is September 1, 2018.

2017 TAEP Application C		
Program	Maximum*	Reimbursement Deadline
Poultry Grower	\$7,000	September 1, 2018
<i>* Final maximums will be determined based upon overall demand for cost share funding.</i>		

Premises Registration and Premises Information – Not Required

Premises number is no longer required to apply.

TAEP Producer Number (TPN)

This number replaces the previously required premises account number and premises ID. TPNs were assigned to all existing TAEP participants earlier this year. The TPN is exclusive to an individual and cannot be transferred.

In the past, TAEP records were kept according to premises account numbers. The names associated with premises accounts may have changed from year to year depending upon various eligibility factors such as BQA, master certifications, and property ownership, etc. The assignment of each TPN is based upon the name of the individual who last applied for TAEP using the premises account number that correlates to that TAEP farming operation.

If you have applied for TAEP within the past three years, your TPN will be mailed to you in September. Please include your TPN on the application form and any other TAEP correspondence.

New TAEP applicants will not have a TPN until applications are processed.

Application Processing

This year's application form (pp. 5 – 6) has been designed to allow for electronic scanning. It is important to complete the application in CAPITAL LETTERS using a black or dark blue ink pen. Do not use a felt tip pen, pencil, or marker. Please do not write outside the boxes.

Tennessee Department of Agriculture may:

- Accept, modify or reject any or all requests.
- Modify program criteria, approval, and payment processes.
- Provide partial funding for specific activity components that may be less than the full amount requested.
- Require additional information from the applicant.
- Deny payments for projects that do not meet requirements.

Requirements

Eligibility Requirements

To be eligible for TAEP cost share, applicant must:

1. Be a citizen of the United States of America or lawfully present in the United States.
2. Be an individual Tennessee resident operating a farm located in Tennessee.
3. Be at least 18 years old during application period.
4. Meet minimum requirements for the program.
5. Have filed a Federal IRS Schedule F (Form 1040), Profit or Loss from Farming, within the last two years (2015 or 2016). Applicant will not be required to submit a copy of their Schedule F at the time of application. However, applicant may be asked to submit a copy of their Schedule F prior to TAEP approval to verify their farming operation. If your operation does not file a Schedule F, please contact TAEP about alternate documentation to verify farming status.
6. Have current membership with the Tennessee Poultry Association (TPA). Applicant membership will be verified with TPA to determine eligibility. Membership must be in the name of applicant or applicant's operation. Contact TPA at 931-225-1123 or visit www.tnpoultry.org for additional information.

Application

1. Applications must be submitted during the application period October 1 – 16, 2017.
 - Applications may be submitted by one of the following methods:
 - Mail – Applications must have a postmark date ranging from October 1 – 16, 2017.
 - Hand delivery to TDA, Holeman Building, 424 Hogan Road, Nashville, TN 37220 between October 1 – 16, 2017 during normal business hours.
 - Faxed or emailed applications will not be accepted.
 - Applications postmarked or hand delivered prior to October 1, 2017 and after October 16, 2017 are ineligible.
2. Applicant may only submit one Poultry Grower application per Federal IRS Schedule F, per person, per application period.
3. Applicant will be notified in writing of approval or disapproval. Notifications will be mailed in mid-December.

Reimbursement

1. Receipts dated prior to October 1, 2017 are not eligible.
2. Receipts for in-kind services are not eligible (trade-in value is not eligible).
3. Used equipment, used materials, and leased equipment are not eligible for cost share reimbursement unless otherwise noted.
4. Labor provided by applicant or their employees is not eligible for cost share reimbursement.
5. Applicant cannot be reimbursed for purchases from a business where applicant participates in ownership (producer cooperatives excluded).
6. Applicants cannot combine projects and submit more than one reimbursement for the same item.
7. Reimbursement documentation must be postmarked or hand delivered by the deadline. Additional processing time is required for incomplete requests and requests submitted within one month of the program deadline. It is recommended that you submit your reimbursement as soon as your project is completed.
8. There can only be one reimbursement payment per cost share approval. Projects must be completed before submitting reimbursement documentation.
9. Falsifying applications, invoices, or other documents submitted to TDA may make producer and farm ineligible to participate in present and/or future TDA programs, and may result in civil litigation or criminal prosecution.

Verification

1. Applicant must utilize equipment and structures reimbursed with cost share funds for the intended purpose of the program for a minimum of three continuous years from date of purchase.
2. Site visits relating to the performance of the activity before, during, and after completion may take place.
3. Applicants may be required to repay funds if they fail to comply with all aspects of the cost share guidelines.

Poultry Grower Cost Share Opportunities

Minimum Poultry Requirements	Certifications	Lifetime Limit	\$7,000 Maximum Reimbursement
Broilers – 75,000/yr Non-Broilers – 10,000/yr	Not Applicable	Not Applicable	Standard 35% Cost Share
Final maximums may be reduced based upon overall demand for cost share funding.			

Guidelines

Eligible Items

1. Generator – for poultry house use only
 - 20 – 40 KW power generation per house
 - Materials and labor to connect & wire the generator including automatic transfer switch
 - Foundation – concrete pad (recommended but not required)
 - Labor – labor conducted by a contractor/supplier for installation is eligible; labor cannot exceed 30% of total reimbursement; labor provided by the applicant is not eligible

2. Propane Tank* – for poultry house use only
 - Minimum capacity – 1,000 gallons
 - Above ground only
 - Must be ASME certified (American Society of Mechanical Engineers)
 - Must be purchased and installed by a TN licensed dealer
 - Foundation – concrete pad or footers
 - Labor – labor conducted by a contractor/supplier for installation is eligible; labor cannot exceed 30% of total reimbursement; labor provided by the applicant is not eligible

3. Biosecurity Items
 - A. Drive Over Foam/Spray Vehicle Disinfection System
 - ramps are eligible if purchased with system; *purchase of foam is ineligible*
 - B. Boot Wash – automatic
 - one per house for the main foot traffic or control room entrance
 - spare brush kit & scraper attachment are eligible with boot wash purchase; *purchase of disinfectant is ineligible*
 - C. Environmental Pads – reinforced concrete pads for the front/receiving end of the poultry house to allow for better cleaning and disinfection before and after receiving poultry
 - recommended dimensions: 20' wide x 14' deep (front to back) x 6" thick; reinforced concrete, sloped away from the building
 - Labor – labor conducted by a contractor/supplier for installation is eligible; labor cannot exceed 30% of total reimbursement; labor provided by the applicant is not eligible
 - D. Farm Gate – entrance to the poultry operation; gates must be installed far enough off the road for a semi-truck and trailer to be safely and completely out of traffic before stopping at the gate
 - 12' to 16' gate; solar & battery or electric setup; electronic opener/arm; must include two separate touch pads per gate, set at both high and low heights for easy access for all semi-trucks and farm vehicles
 - Labor – labor conducted by a contractor/supplier for installation is eligible; labor cannot exceed 30% of total reimbursement; *labor provided by the applicant is not eligible; material and labor for providing electrical service is not eligible*
 - *cellular remote controlled access ineligible; ornamental gate post construction (rock, brick, etc.) ineligible*
 - E. Poultry House Cleaner – for cleaning, washing down, and disinfecting the interior of the poultry house
 - large 540 rpm PTO driven sprayer and/or blower rigs
 - sprayer tank size must be 500 gallon and PTO driven
 - blower must be PTO driven and come with spray attachment

Requirements

1. It is the applicant's responsibility to ensure their project is eligible and meets all TAEP criteria.

* Only items where (*) is indicated may be new or used. Used items must be:

- In excellent working condition
- No excessive rust
- Functional soundness
- Reasonable market price

Important! This form will be scanned. Please complete in CAPITAL LETTERS using a black or dark blue ink pen. Do not use a felt tip pen, pencil, or marker. Leave boxes blank to indicate spaces. Please do not write outside the boxes.

ABCDEFGHIJKLMN OPQRSTUVWXYZ I 2 3 4 5 6 7 8 9 0

2017 TAEP Cost Share - Application C

Poultry Grower

Official Use Only

1. APPLICANT INFORMATION

Last Name:

First Name:

Middle Name:

Title: MR MRS MS MISS Suffix: JR SR II III IV

Social Security Number - Last four digits only: - -

This is for identification purposes ONLY. Applicant will provide taxpayer information at time of reimbursement.

Mailing Address:

City: ZIP:

Home Address - same as mailing address (PO BOX not allowed)

Home Address:

City: ZIP:

Home Phone: - - Cell Phone: - -

Email:

Farm County:

2. FEDERAL IRS SCHEDULE F: I certify that I have filed a Federal IRS Schedule F in one of the following years.

Please check year(s) filed: 2015 2016 No

3. TAEP PRODUCER NUMBER (TPN):

This number replaces the previously required premises account number and ID. The TPN is exclusive to an individual and cannot be transferred. If you have applied for TAEP within the past three years, your TPN will be mailed to you in September. Please include your TPN on this form. New TAEP applicants will not have a TPN until applications are processed.

4. APPLICANT REQUIREMENTS:

Membership in the Tennessee Poultry Association (TPA) is required at time of application. Applicant membership will be verified with TPA to determine eligibility. Membership must be in the name of applicant or applicant's operation.

Are you a current member of Tennessee Poultry Association? Yes No

5. POULTRY INFORMATION

Please indicate poultry type, # of birds per year, and # of poultry houses for your operation.

Poultry Type	# of Birds/per year	# of Poultry Houses
<input type="checkbox"/> Poultry – Broilers		
<input type="checkbox"/> Poultry – Non-broilers (breeders, layers, & pullets)		

6. APPLICANT AGREEMENT

- I certify that I am a citizen of the United States of America or lawfully present in the United States.
- I certify that I am a resident of Tennessee and that I am at least 18 years old during application period.
- I understand only one Application C is allowed per Federal IRS Schedule F, per person, per application period.
- I understand it is my responsibility to ensure that my project is eligible and meets all TAEP criteria.
- I certify all the information on this application is complete, true and factual to the best of my knowledge and belief.
- I understand providing any false, fraudulent, or misleading information may result in penalties and/or make this farm/tract ineligible to participate in present and/or future Tennessee Department of Agriculture programs.
- I have reviewed and understand all of the guidelines listed in this application booklet.

Print Name:

Date:

/ /

Signature:

7. HOW TO SUBMIT APPLICATION C

- Application must be postmarked or hand delivered Oct. 1 – 16, 2017
- FAXES AND EMAILS ARE NOT ACCEPTED
- It is recommended to make a copy and mail the original using a traceable method of delivery
- Applicant will be notified in writing of approval or denial of application

Mail to:
TN Dept. of Agriculture
Attn: TAEP FY2017 – C
P.O. Box 40627
Nashville, TN 37204

How to Submit

How to Submit

Make a copy of your application materials for your files and submit the original by hand delivery or mail.

Please consider using a traceable method of delivery if mailing your application. For example, USPS Certified Mail with Return Receipt method will provide the sender with evidence of delivery (to whom the mail was delivered and date of delivery).

Hand Delivery

Applications may be hand delivered to the TAEP office, which is located in the Holeman Building at the Ellington Agricultural Center. The physical address is: 424 Hogan Rd., Nashville, TN 37220.

Mailing Address

TN Dept of Agriculture
Attn: TAEP 2017 – C
P.O. Box 40627
Nashville, TN 37204

Additional TAEP Programs

The following cost share programs are also offered by TAEP.

- Genetics
- Grain Storage
- Hay Storage
- Livestock Equipment
- Livestock Feed Storage
- Livestock Working Facility Cover
- Producer Diversification
- Licensed Livestock Market Equipment
- Veterinarian Equipment

Please contact taep.online@tn.gov for additional information.

Nondiscrimination

The Tennessee Department of Agriculture prohibits discrimination against persons based on their race, color, national origin, sex, age or disability. Any person alleging discrimination based on a prohibited basis has a right to file a complaint within 180 days of the alleged discrimination with the Tennessee Department of Agriculture and/or the Tennessee Human Rights Commission. For more information contact Human Resources at 615-837-5116 or the Title VI Coordinator at 615-837-5280.

Public Disclosure

Under Tennessee's Public Records law, information provided to the state becomes public record and is open to public inspection unless otherwise protected by state or federal law.

A public record is defined as all documents or materials, regardless of physical form or characteristics made or received in connection with the transaction of official business by any governmental agency. Please be aware that information collected by the Tennessee Department of Agriculture could be made available to the public upon request by any citizen of the state. Requests for public records will be examined for compliance with public record laws.

TAEP Contact Information

livestock.genetics@tn.gov
livestock.equipment@tn.gov
workingfacility.cover@tn.gov
grain.storage@tn.gov
hay.storage@tn.gov
livestock.feedstorage@tn.gov
poultry.grower@tn.gov
producer.diversification@tn.gov
taep.online@tn.gov

Tennessee Agricultural Enhancement Program
Tennessee Department of Agriculture
Ellington Agricultural Center
P.O. Box 40627
Nashville, TN 37204

Information Line
1.800.342.8206



Physical Address:
Ellington Agricultural Center
Holeman Building
424 Hogan Road
Nashville, TN 37220



Tennessee Department of Agriculture. Authorization No. 325458,
1,000 copies, May 2017. This public document was promulgated
at a cost of \$0.89 per copy.